

ESG Report

2023

hallandwilcox.com.au

Introduction

At Hall & Wilcox, environmental, social and governance (**ESG**) is vitally important to us as a business as well as to our people and is aligned to our firm Hallmarks (values).

With a national footprint and more than 1000 people, Hall & Wilcox is committed to ensuring our approach to ESG is at the heart of everything we do and is embedded in our culture.

We are proud to be a signatory of the United Nations Global Compact (**UNGC**) and we are committed to implementing, and advising clients on implementing, the 10 UN Global Compact principles related to human rights, labour, environment and anti-corruption. This includes taking a precautionary approach to environmental challenges, undertaking a variety of initiatives to promote greater environmental responsibility, and adopting environmentally friendly technologies in our offices.

To join the UNGC, our Managing Partner [Tony Macvean](#) made a public commitment to the Secretary General that our firm will take a responsible, principles-based, and integrated approach to the UN development goals guided by the principles. We are committed to providing annual reporting as part of UNGC's requirement.

Message from Tony Macvean, Managing Partner

At Hall & Wilcox, our purpose is to enable our clients, our people, and our communities to thrive.

Consistent with our purpose, we have a commitment and responsibility to help drive positive social change. As a result, ESG principles have become core to our business. We are a proud member of the UN Global Compact, and we are committed to implementing the 10 UN Global Compact principles.

The UN Global Compact principles provide us with a guide to ensure we conduct our business in a way that benefits people and the planet. This report outlines the progress we have made in implementing initiatives to reduce our environmental footprint and ensuring the promotion and protection of the human rights of our people and people in our communities. Some of these initiatives include:

- setting a target of achieving a carbon neutral certification through the Commonwealth Government Climate Active Program no later than 2025 including offsetting 100% of our scope 1, 2 and 3 emissions that we are unable to reduce through our mitigation activities;
- development of our long-term Net Zero strategy and publicly committing to having a certified Net Zero strategy in place by 2025 based on the Science Based Targets Initiative Corporate Net Zero standard;

- committing to work towards Reconciliation with First Nations Australians through our Reconciliation Action Plan;
- our comprehensive policies and programs in relation to Diversity & Inclusion, equality, and non-discrimination; and
- our substantial Pro Bono & Community practice.

This ESG Report will be the first of many. I am confident that our ongoing commitment to the UNGC principles will provide us with a strong basis on which to achieve our goals in relation to people and planet. It is a commitment that I proudly lead at the firm.



Tony Macvean
Managing Partner

Target to achieve

**carbon neutral
certification**

by 2025



Certified

**Net Zero
strategy**

by 2025



Commitment to

**Reconciliation
through RAP**



Commitment to

**UNGC
principles**

Message from Nathan Kennedy and Meg Lee, ESG Co-Leads

Our clients are facing increasing pressure from shareholders, regulators and employees to transform their business with an ESG lens in all that they do. Failure to have a strong ESG approach can have significant commercial, operational and reputational consequences.

Environmental sustainability, human rights and governance go hand in hand. Importantly by bringing together the E, S & G, in one risk management framework, companies can ensure that they do not sacrifice one in pursuit of the other.

As part of our own ESG strategy, we have formed an ESG Industry Group which brings together experts from different practice groups across the firm from environment, employment and human rights, pro bono, banking and finance, investment and superannuation funds and litigation to ensure we take an integrated approach to advising clients and leading discussions on important emerging trends. Our industry group works with clients to keep on top of developments in the law, reporting requirements and best practice.

In the context of the current climate crisis, environmental concerns are at the forefront of ESG concerns. As the pressure on company directors increases to announce Net Zero targets, so too has the scrutiny around the integrity and rigour of the scientific basis and implementation of those targets in the way the companies make investment decisions.

In the last year in Australia we have seen the consumer and corporate regulators ASIC and the ACCC crack down on 'greenwashing' by companies across all sectors from mining, to financial institutions and

funds. Investigations and website trawls by the regulators have led to the first fine being issued as well as other companies making voluntary changes to their disclosures in response to regulatory investigations.

There is a real momentum in Australia at the moment and a shift in thinking about climate change and our future role in a Net Zero economy. The pace of change has been significant in just the last year. We are working with clients on exciting new projects as part of the energy transition, including some of the first offshore wind farm projects and partnerships with First Nations people to create carbon offsets from land management projects. We are also helping some exciting startups with fantastic new ideas and responses to the climate and waste crises.

Companies are also being increasingly expected to ensure they are not complicit in human rights abuses, even indirectly. Human rights due diligence, especially in supply chains is of growing importance. We have worked with the Australian Human Rights Institute to review the effectiveness of reporting under the *Modern Slavery Act 2018* (Cth). With this Act recently under review and the potential for strengthening of compliance requirements including penalties and human rights due diligence, we look forward to working with our clients in navigating any new obligations.

We are proud of the work our ESG group is doing and of this first Hall & Wilcox ESG Report and are excited by the opportunities ahead.



Nathan Kennedy
Partner, Head of Pro Bono
& Community and
ESG Co-Lead



Meg Lee
Partner and ESG Co-Lead

Governance

Our Board of Partners (Board) is primarily responsible for the firm's strategy and governance framework.

The firm continues to develop an effective ESG governance framework and associated accountability, as well as internal processes and procedures. The Board is ultimately responsible for all risks, and oversees management's role in assessing and managing ESG issues. This oversight, together with the roles and responsibilities of management, is documented in various policies and committee charters.

The Board directly oversees 'high-level' risks, including any significant ESG matters that are considered to constitute a high-level risk for the firm, and delegates responsibility for other firm risks to its risk sub-committee. The General Counsel and Legal Excellence & Risk team have the role of analysing risk and coordinating risk-related efforts generally.

Board composition

The Board of partners is chaired by Emma Woolley, the first female chair in the firm's 105-year history. 30% of Board members are female and 30% of members are under 50 years of age. The Board also includes one external independent Board member and two executive members, being the COO and the General Counsel.

First female chair

in 105-year history

30%

of Board members are female

30%

of Board members are under 50 years of age

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights

Principle 2: Businesses should make sure that they are not complicit in human rights abuses.

Access to justice

Hall & Wilcox's Pro Bono practice supports members of the community in protecting their human rights by assisting those members of the community who, through financial or other disadvantage, would otherwise have no access to a remedy for violations of their human rights.

In the 2022 financial year, we completed more pro bono work than ever before. Over 81% of our lawyers delivered 17,928 hours of pro bono legal services.

The right to work

Article 23 of the Universal Declaration of Human Rights (UDHR) provides that everyone has the right to work, to just and favourable conditions of work and to just and favourable remuneration.

Wage theft is a strategic priority area in our Pro Bono practice as an ongoing and significant human rights issue in Australia. We are assisting pro bono clients with these claims around Australia through our partnerships with Fitzroy Legal Service in Victoria, Marrickville Legal Centre in Sydney and LawRight in Queensland.

81% of lawyers delivered
17,928 hours
of pro bono
legal services

Sarah's story



Sarah approached us after suffering financial and physical abuse from her employer, who filed court proceedings against Sarah in an attempt to reclaim Sarah's wages.

Sarah worked for her family friend, Jane, for approximately five years. Sarah lived at Jane's house during her employment, she was paid a small living allowance rather than wages and was significantly underpaid for the work she performed. Over time, Jane started to exert increasing amounts of financial control over Sarah and started to physically assault her on a regular basis. Sarah continued to work and live at Jane's house, in fear of what Jane would do to her if she left.

Eventually, Sarah asked to be reimbursed for the significant amounts of unpaid work she had performed for Jane, and Jane paid a lump sum of \$250,000 into Sarah's bank account. Shortly thereafter, Sarah escaped the abuse perpetrated by Jane by fleeing the house. Jane subsequently issued court proceedings against Sarah claiming the \$250,000 was paid for 'safe keeping', rather than as payment for the work Sarah performed.

Sarah approached us shortly after the court proceedings were filed against her. She could not afford legal representation, and faced the prospect of bankruptcy if Jane's claim was successful. We assisted Sarah in drafting a defence and filing a crossclaim in respect of the physical assaults. We succeeded in negotiating an outcome whereby the court proceedings were discontinued and Sarah retained her wages.

**The names and identifying details of our clients in the stories featured in this report have been changed to preserve their anonymity.*

The right to food and housing

Article 25 of the UDHR provides that everyone has the right to a standard of living adequate for the health and wellbeing of themselves and of their family, including food and housing.

Many of our pro bono clients require assistance to claim or defend claims that threaten their standard of living, placing them at risk of homelessness.

Homeless law clinics

Hall & Wilcox is an active member of Justice Connect's Homeless Law and the Public Interest Advocacy Centre's Homeless Persons Legal Service. The clinics provide people who are homeless or at risk of homelessness with practical legal assistance, advice and representation. The primary issues our lawyers encounter are attempted evictions into homelessness and discriminatory fines and infringements on clients experiencing homelessness.



In the 2022 financial year, our firm completed
985 hours of pro bono work
for clients experiencing or at risk of homelessness.

Nancy's story



Nancy's carer took advantage of her poor health to intimidate and coercively influence many aspects of her life. Years later, he threatened her standard of living by claiming she owed him money and attempted to make her homeless.

Nancy is a 64-year-old woman who suffers from a number of medical conditions, including post-traumatic stress disorder, generalised anxiety disorder, fibromyalgia and is a pathological accommodator. She was medically discharged from her employment in 2015 and subsequently hired a full-time carer, Steven, to assist with her health needs.

Within two months, Steven became very controlling over Nancy, taking advantage of her poor health to intimidate and coercively influence many social, financial, medical, mental and physical aspects of her life. Steven began spending Nancy's money without her consent and often withheld her medications.

Eventually, Nancy's neighbour, Tam, noticed Steven's unusual behaviour and risks he posed to Nancy's health. Tam called the police and Nancy ultimately obtained an AVO against Steven.

Nancy approached us in 2022 when she received a letter of demand from Steven, claiming financial and non-financial contributions for work Steven allegedly undertook in renovating Nancy's property when he worked for her. Steven claimed he had an interest in the house and attempted to make Nancy homeless. As a result of the assistance we provided to Nancy, Steven ceased pursuing the matter. We referred Nancy to a health service, so she could find a carer who would uphold their legal obligations in the delivery of care.

The right to social security

Everyone, as a member of society, has the right to social security...

– Article 22, UDHR

The right to seek and enjoy asylum

Everyone has the right to seek and to enjoy in other countries asylum from persecution.

– Article 14, UDHR

Disability Support Pension Clinic

In partnership with the Welfare Rights Centre, Hall & Wilcox takes part in the Disability Support Pension Clinic, providing assistance with disability support pension reviews.

Refugee Legal Clinic

Refugee Legal is an independent community legal centre that provides weekly clinical appointments to refugees and asylum seekers. During each appointment, our volunteers provide assistance and advice to clients seeking to engage with visa application procedures. This can include preparing for interviews with the Department of Home Affairs or responding to adverse assessments of protection applications.

In the 2022 financial year, our lawyers spent more than

534 hours assisting clients

of the clinic.



In the 2022 financial year, our lawyers completed more than

1147 hours assisting refugees.



The right of self-determination

All peoples have the right of self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.

– Article 1, International Covenant on Civil and Political Rights; International Covenant on Economic Social and Cultural Rights; Article 3, UN Declaration on the Rights of Indigenous Peoples

Reconciliation Action Plan

Our recently published 2022-2024 [Innovate Reconciliation Action Plan](#) includes ways in which we can contribute to increase economic equity and support First Nations' self-determination.

Our vision for Reconciliation is an Australia where First Nations peoples experience equality and dignity under the law and where historical acceptance is entrenched in Australian institutions. We see a reconciled Australia as one where First Nations peoples have a constitutionally enshrined Voice to Parliament giving them a rightful say in decisions that affect them. It is an Australia where everyone has equal opportunities to thrive.

In order to move towards Reconciliation in Australia, it is necessary to sit with the 'uncomfortable truth' and for our people to understand the ongoing effects of colonisation, dispossession, forced removal, and trauma suffered by Aboriginal and Torres Strait Islander peoples. It is only through truth-telling that we can begin to move forward. We have developed a cultural learning strategy and have started rolling this out in 2023.



As part of our RAP commitment, we launched a [First Nations Pathway Program](#) in all our national offices. The paid program runs for four weeks and provides First Nations university law students with realistic insight into life at Hall & Wilcox. Successful participants are eligible to apply for a graduate position upon completion of their studies.

Also as part of our commitment to improve employment outcomes, our people are currently participating in the Australian Business and Community Network (ABCN) Goals Program for First Nations Students (Goals). Eight mentors from Hall & Wilcox have been paired with a group of Year 9

students from Irrawang High School, who they will mentor over the course of four sessions. The sessions focus on leadership qualities, building confidence and continuing education to Year 12 and beyond. Goals gives students the opportunity to network outside of their immediate community and expand their options for their future education and career paths.

In order to support improved economic and social outcomes, we are committed to assisting First Nations businesses. Hall & Wilcox [joined Supply Nation](#) and included over 15 Indigenous businesses in our supply chain in FY22.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.

Principle 4: Businesses should uphold the elimination of all forms of forced and compulsory labour.

Principle 5: Businesses should uphold the effective abolition of child labour.

Principle 6: Businesses should uphold the elimination of discrimination in respect of employment and occupation.

Respect, diversity and fair treatment

At Hall & Wilcox, central to our core purpose is our people. Diversity, inclusion and wellbeing are vital components of our practice of Smarter Law. We are committed to creating and maintaining a diverse and inclusive workforce that reflects our people, our clients and our community. We recognise the inherent diversity for each of us, such as gender, caring responsibilities, ethnicity, cultural background, sexual orientation, age, disability, religion, as well as our varied skills, experience and perspectives.

Our inclusive culture enables us to recognise and create a workplace environment in which both individuals and groups feel welcome, respected and valued. A culture that encourages diversity of contribution for better decision making and outcomes for our people and our clients.

We do not tolerate harassment or unfair discrimination in our working environments. Our Hallmarks – ‘Stay True’, ‘Be Remarkable’, ‘Evolve Always’, ‘Respect Respect’ and ‘Better Together’ – are the values our people live and breathe every day.



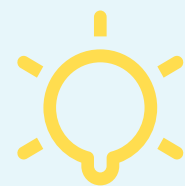
Stay true



Be remarkable



Better together



Evolve always



Respect respect



Advancing opportunities for Aboriginal and Torres Strait Islander Peoples

Hall & Wilcox recognises the unique position of Aboriginal and Torres Strait Islander peoples as Australia's first custodians. We support and encourage employment of and broader community connections with First Nation Peoples.

Some of the ways include:

- Our First Nations Pathway Program, a paid program which provides Australian First Nations university law students with a realistic insight into life at Hall & Wilcox.
- The CareerTrackers Indigenous Internship paid program for tertiary students.

Advancing gender equality and safety

We are committed to ensuring our approach to gender equality is embedded in our culture, our interactions and in our business practices. We are also committed to playing our part in advocating for gender equality within the legal profession.

We continue to be recognised as an Employer of Choice for Gender Equality, a citation issued by the Workplace Gender Equality Agency. We actively address barriers to gender equality and are committed to supporting the progression of women into partnership and senior management roles, ensuring representation at board level and eliminating unconscious bias in graduate recruitment.

We are adoptees of the Law Council of Australia's Gender Equitable Briefing Policy, and we are a signatory to the Charter for the Advancement of Women in the Legal Profession with the Law Society of New South Wales and Victoria.

Our approach to gender equity, diversity and the inclusion of gender equitable remuneration and/or leave policies, processes and practices include a number of initiatives, some of which include:

- Running a Women in Leadership program and providing firm-funded Women Lawyers' Association memberships.

- Conducting an annual gender pay gap analysis for like-for-like roles and an annual remuneration process. Any discrepancy between genders allows us to take appropriate actions to monitor pay gaps or increases to ensure a fair and equitable lens is applied to avoid any bias in decision making.
- Proactively targeting communications of flexible hybrid working to include (and encourage) men to redress the imbalance of more women working flexibly for family care.
- Reviewing our policies and practices to ensure gender neutrality.
- Establishing the Hall & Wilcox Gender Equality network to focus on equal opportunity and the elimination of gender bias by encouraging participation, discussion, and action by all.
- Our Partners featuring in the media on important gender-related issues.
- Our Managing Partner participating in the Diversity Council Australia's campaign #IStandForRespect, the Advocates for Change movement led by Justice Chris Maxwell, and by pledging #NotOnMyWatch and 'I choose to challenge' on International Women's Day.
- Putting forward gender-diverse teams when we bid for work.

Advance opportunities for people experiencing social mobility disadvantage

- Regular orders from STREAT, The Mission Caters, and Asylum Seeker Resource Centre, which directly support homeless disadvantaged youths, long-term homeless/disadvantaged people, people with disability and asylum seekers. The Mission Caters is a recognised Australian Disability Enterprise (ADE) and BuyAbility member. We purchase from Aussie Biscuits, an ADE and BuyAbility member, which employs 30+ people with a disability (some with 40+ years tenure).
- Supporter of the ABCN, a not-for-profit organisation connecting business with disadvantaged education through mentoring and partnership programs. Our Managing Partner – who is also the ABCN Chair – and our lawyers and staff participate in programs.
- Partner with corporates on diversity, inclusion and wellbeing initiatives.

Advance opportunities for people with a disability

- Membership of the Australian Network on Disability (AND).
- Partner with JobSupport, a specialist not-for-profit Disability Employment Service that works exclusively with people with intellectual disability to find employment.
- Supporting disability accessibility programs, initiatives and organisations including Australian Centre for Disability Law, Leadership Plus, Wheeleasy, Sussex Street Community Law Services, Friendship



Bakery, and the Australian Network on Disability supporting social inclusion initiative.

Advance opportunities for LGBTQIA+ identifying and gender diverse individuals

- Pride in Diversity membership to support our LGBTQIA+ identifying and ally community, allowing us to learn, share and advocate equality and to build a community with member organisations.
- Sponsors of The Pinnacle Foundation, Australia's LGBTQIA+ education charity providing educational scholarships, mentoring and opportunities for young LGBTQIA+ Australians.
- Established the employee-led Hall & Wilcox Pride network in 2022.
- Provide support on a pro bono basis by sharing our legal expertise, while demonstrating our commitment to our own LGBTQIA+ community and clients, to organisations such as Victorian Pride Centre, Victorian Pride Lobby, Qtopia, THREE For All Foundation, The Cancer Council and the Fitzroy Legal Service.

Wellbeing

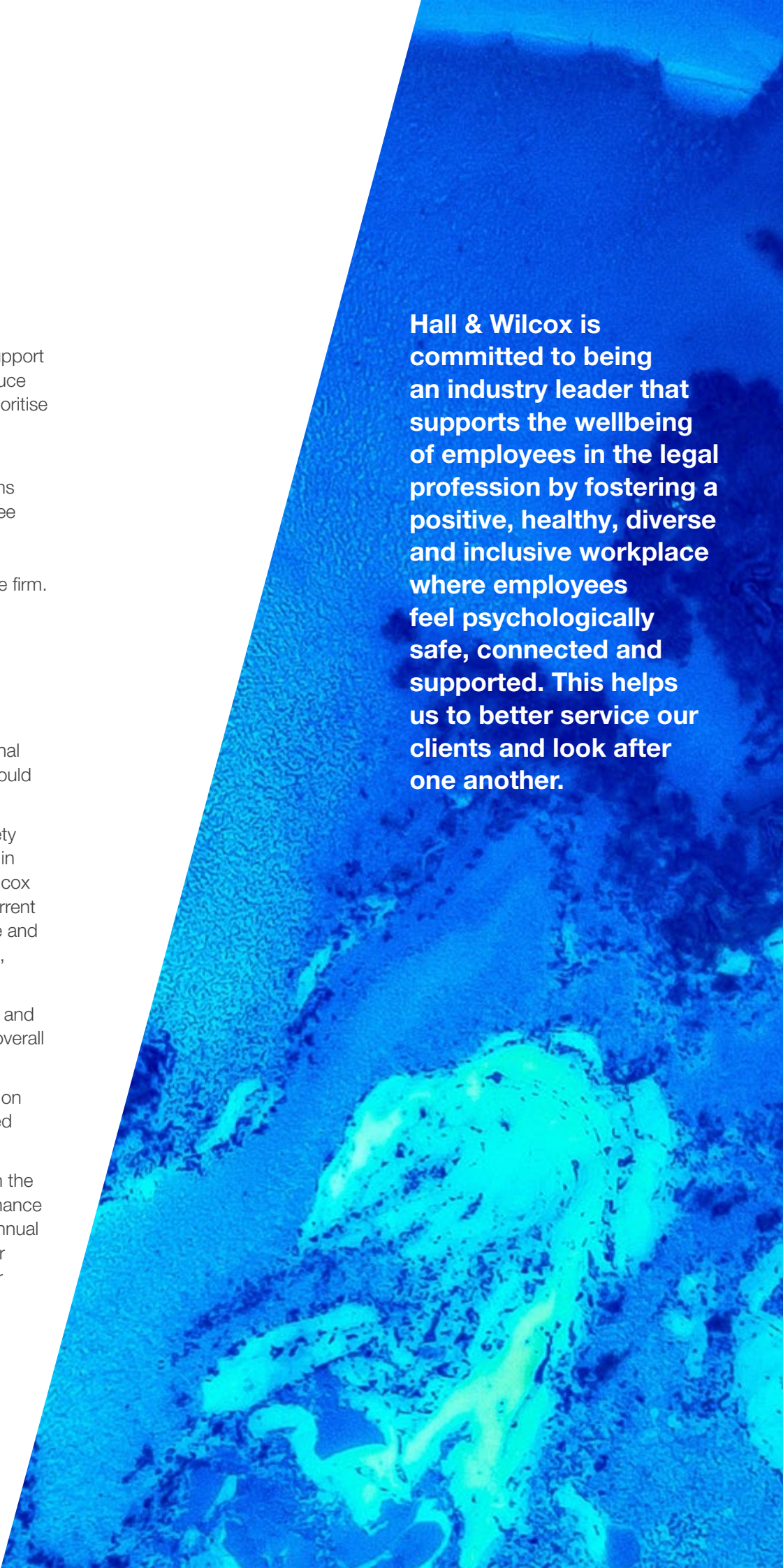
We make mental and physical support and wellbeing accessible. To reduce stigma and discrimination, we prioritise prevention and early intervention, Some initiatives include:

- Creating a Wellbeing Champions network, to provide an employee peer network to promote and advocate mental and physical wellbeing awareness across the firm.
- Communications to encourage people to reach out and talk to someone or seek guidance on wellbeing resources available.
- Regularly promoting our EAP services, highlighting professional counselling and assistance, should it be needed.

We have a Work Health and Safety Policy and Management System in place that ensures that Hall & Wilcox meets all its obligations under current legislation, and we provide a safe and healthy workplace for employees, contractors and visitors.

In addition, there are key policies and strategies that contribute to the overall wellbeing of our employees:

- A values-based culture, based on our firm's Hallmarks as indicated above.
- Clear career paths as set out in the firm's competency and performance frameworks, coupled with bi-annual performance reviews where our people can discuss their career ambitions.



Hall & Wilcox is committed to being an industry leader that supports the wellbeing of employees in the legal profession by fostering a positive, healthy, diverse and inclusive workplace where employees feel psychologically safe, connected and supported. This helps us to better service our clients and look after one another.

Responsible supply chain

Hall & Wilcox has a Social and Sustainable Procurement policy that spans across the ESG spectrum. We have expectations of our suppliers as outlined in our procurement and supply chain areas of focus.

Hall & Wilcox recognises its responsibility to contribute to the elimination of all forms of modern slavery. Our approach aims to be consistent with the UN Guiding Principles on Business and Human Rights.

The firm has published its third modern slavery statement (**Statement**) pursuant to *Modern Slavery Act 2018* (Cth) (**Act**). The Statement sets out the actions we have taken to assess and address risks of modern slavery in the firm's operations and supply chain.

Within our operations we have a well-established human resources framework of policies and procedures to ensure compliance with labour laws and regulations and with our core values. We recognise that there is a risk that we, like other businesses, may be directly linked to the modern slavery practices of other entities deep within our supply chains, including entities with which we do not have a direct contractual relationship.

To address this risk, we have established a modern slavery working group responsible for determining and implementing our modern slavery response. A key aspect of our response is to undertake modern slavery and human rights risk assessments of prospective and existing suppliers identified as at a higher risk of modern slavery.

The results of these assessments are a factor in deciding whether to approve a prospective supplier and the level of due diligence we undertake with regard to existing suppliers.

We have recently developed an overarching procurement policy and framework. The procurement policy sets out the firm's processes around ESG-related risk assessments, including the modern slavery and human rights risk assessment.

Training is another key feature of our modern slavery response. In 2021, we launched a mandatory modern slavery awareness module for personnel. We were pleased to achieve 99.4% completion of this module by 30 June 2022 and the module is now an induction requirement for all new personnel. More recently, we have developed a modern slavery awareness module specifically for suppliers.

Other training initiatives in FY22 included:

- modern slavery masterclass webinar co-presented by representatives from the firm's Business & Human Rights practice, Risk team and Operations team;
- training by the firm's procurement consultant for personnel involved in procurement on supplier due diligence, the social and sustainable procurement policy and modern slavery; and
- webinar as part of our ESG CPD series: *Human rights due diligence for providers of professional services: best practice and what it means for business* with guest speaker Professor Justine Nolan, Director of the Australian Human Rights Institute at UNSW.

In 2022, the firm assisted with the review of approximately 100 modern slavery statements for the Modern Slavery Research Project run by the Australian Human Rights Institute. This is a collaborative project assessing the effectiveness of the reporting requirement of the Act. A comparative analysis of these modern slavery statements (published by companies in the second reporting cycle of the Act) has been presented in *Broken Promises: Two years of corporate reporting under Australia's Modern Slavery Act*.

The firm also assists clients with their human rights and modern slavery requirements. Our Business & Human Rights practice, part of our Employment practice, aims to help businesses, non-profit and public sector entities to develop an approach to human rights that integrates seamlessly with their operations, objectives and brand, and which reflects international human rights standards and best practice. It provides advice and representation to enable businesses to comply with all of their legal obligations in all areas relating to human rights, including working with clients at all stages of the modern slavery reporting cycle.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges.

Principle 8: Businesses should undertake initiatives to promote greater environmental responsibility.

Principle 9: Businesses should encourage the development and diffusion of environmentally friendly technologies.

Environment & Sustainability Policy

Our Board has endorsed a new Environment and Sustainability policy for the firm, which includes the following environmental performance targets:

- Development of our long-term Net Zero strategy and publicly commit to having a certified Net Zero strategy in place no later than 2025. The Net Zero target will be based on the Science Based Targets Initiative Corporate Net Zero standard.
- 15% year on year reduction of our per FTE paper use.
- 10% year on year reduction of our per FTE office electricity consumption.
- Limit emissions from air travel to 10% below our FY19 per FTE emission levels.
- Implementation of an externally certified Environmental Management System, which includes an external certification by Ernst & Young.
- We have had renewable energy in place for the majority of our offices since February 2022. Our target is to have 100% renewable energy in place by the end of FY23.

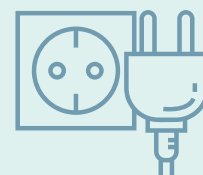
Our Melbourne office building recently reached carbon neutrality and was awarded a Climate Active certification.

Our Sydney office building sourced 70% renewable energy.

**15%
reduction
of paper**
year on year



**10%
reduction
of office
electricity**
consumption year on year



Limit emissions from
**air travel to
10% below**
our FY19 levels



All offices switch to
**100%
renewable**
energy by the end of FY23

Supply chain

Our firm has been reviewing its supplier list and supply chains to ensure we support and prioritise the purchasing of goods and services that are environmentally and socially responsible. This includes using products which contribute less waste, using fully recycled and/or recyclable materials reducing our overall carbon footprint. For example, we now buy Carbon Neutral, Climate Active certified copy paper.

Hall & Wilcox has again requested that all its new suppliers complete our *Social and sustainable procurement self-assessment form*. The purpose of the questionnaire is to allow for transparency and to provide a genuine collaborative approach to addressing identified gaps in our supply chain specifically relating to their social and sustainable processes and their organisation's initiatives.

Our firm continues to source its coffee supplies from Sprout coffee nationally. Sprout coffee sources from farms using environmentally sound practices so that the coffee is grown, harvested, and processed in a responsible way. Sprout coffee carbon offsets their machines and business operations. They reduce waste to landfill by recycling coffee grounds back into compost. Sourcing Fairtrade gives farmers a fair price, improving livelihoods for producer communities. They use recycled cardboard and plastic packaging wherever possible. Sprout is B Corp, Rainforest Alliance, Fairtrade, ISO 14001, and Hazard Analysis & Critical Control Points Certified. Their supply chain is monitored, accountable and fully traceable.

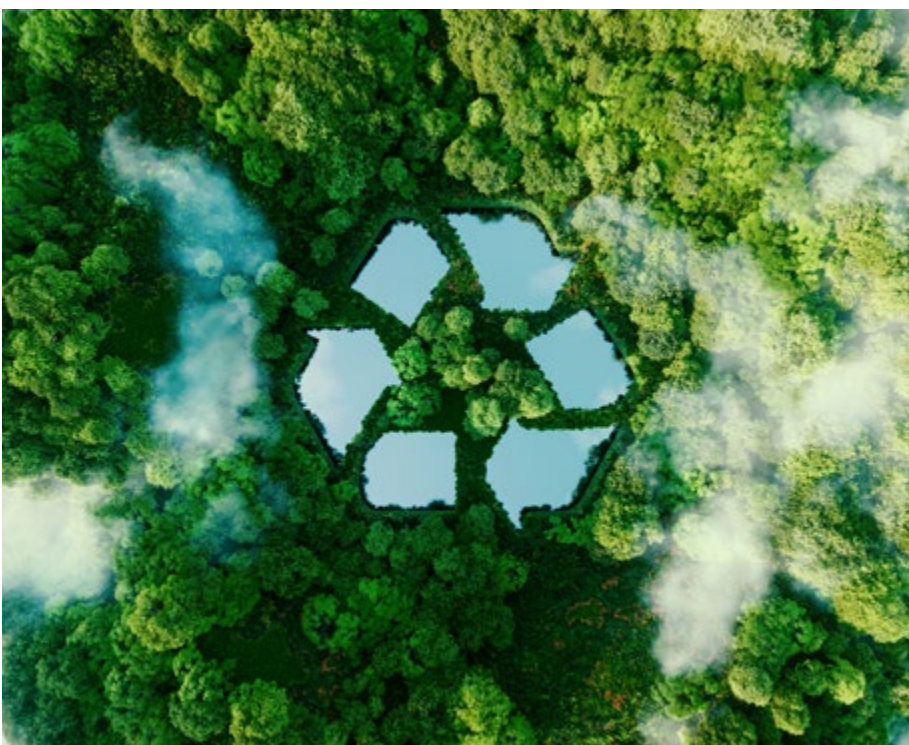
Our firm orders its stationery supplies from Officeworks nationally. Officeworks has established its

People and Planet Positive 2025 plan as part of its commitment to social and sustainable procurement. It has committed to using 100% renewable electricity by 2025 and reduce its emissions in its supply chain. Officeworks has partnered with Greening Australia since 2017, an Australian retail first initiative that sees two trees planted for every one used for their wood-based products. The trees are planted for regeneration and not to be cut down, focusing on areas where there are endangered species. Officeworks is also looking to become a zero-waste business, to repair, repurpose or recycle 17,000 tonnes of unwanted products and ensure all its packaging is reusable or recyclable.

As part of Hall & Wilcox's Frank Lab program, we support startup practices and entrepreneurs with practical, responsive business solutions. A relevant highlight was assisting Pixii, a woman-owned Australian Social Traders certified social enterprise. Since our trial last year in our Brisbane office, we decided to permanently supply Pixii's eco-friendly period products (pads and tampons) in our bathrooms nationally. Pixii donates 50% of profits to One Girl in support of girls' education.

We meet regularly with our major suppliers to discuss any new products or services they provide which may reduce our environmental footprint.

We have been working very closely with McDonald Printing, our national stationery printing supplier, to look at more sustainable options for our popular A4 and A5 memo pads. Our memo pads are now printed in regional Australia using vegetable-based inks on 100% recycled paper.



Waste management and recycling

Under-desk bins are banned, and we have several waste-stream bins throughout our offices to recycle or compost as much waste as we can, including but not limited to co-mingled recycling, organics, soft plastics, Simply Cups and battery recycling.

Our Canberra office was proudly certified as an Accredited recycler 2022 by the ACT Government as part of its participation in the Business Recycling Program.

GHG Audit

Consistent with the [Glasgow Climate Pact](#), we acknowledge the *'urgency of enhancing ambition and action in relation to mitigation adaptation and finance in this critical decade'*. We completed an audit of our scope 1, 2 and 3 greenhouse gas (GHG) emissions. This audit allowed us to better understand the sources of our emission and to put more effective mitigation strategies in place. This is an important first step towards becoming a certified carbon neutral business and to develop our Net Zero strategy by 2025. We recognise the real and pressing environmental challenges that we all face, as well as our responsibility to reduce the impact our business has on the environment. Our goal is to significantly reduce the production of GHG, the depletion of natural resources and the generation of non-recyclable waste from our business activities. We do this by making environmentally conscious decisions about the operation of our business – an approach that's monitored by our Environment and Sustainability Committee, our Managing Partner, and our Board.

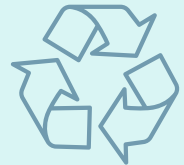
59% reduction in carbon emissions

per FTE since 2012



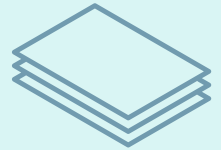
88% reduction in paper consumption

per FTE since 2012



Memo pads are printed using vegetable-based inks on

100% recycled paper



Offsets

Since 2012, Hall & Wilcox has been a member of the Australian Legal Sector Alliance (**AusLSA**). Our [2022 AusLSA Sustainability Profile](#) can be found on our website. AusLSA is an industry-led association working to promote sustainable practices across the legal sector. Part of our commitment as a member is to publicly report our calculated scope 1, 2 and the travel component of our scope 3 GHG emissions each year. Since 2018, we have offset these calculated GHG emissions by purchasing high-quality verified carbon credits through [With One Seed](#) (forestry program in Timor Leste) and the [Aboriginal Carbon Fund](#).

Since our participation in the AusLSA in FY12, we have achieved a 59% reduction in our per FTE carbon emissions; this includes a 23% reduction in FY22 compared to FY21. Since FY12, we have reduced our paper consumption by 88% which includes a 35% reduction in FY22 compared to FY21.

Anti-corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

Hall & Wilcox has zero tolerance of fraud, bribery and corruption. Corruption is linked to the misallocation of capital, environmental harm, human exploitation and unethical and illegal behaviour.¹ Hall & Wilcox is committed to establishing a culture that ensures fraud, bribery and corruption risk management is embedded in its business.

Integral to the firm's risk-management approach is its fraud, bribery and corruption control plan, supported by the firm's fraud policy and anti-bribery and corruption policy. Under these policies, fraudulent and corrupt activity of any kind is expressly forbidden, and partners and employees are responsible for preventing and detecting such activity and reporting suspected instances to the General Counsel.

The Legal Excellence & Risk team, headed by the General Counsel, responds to and provides guidance and training on anti-corruption and professional and ethical obligations. Ethical issues, including ethical conflicts of interest, may also be referred to the firm's ethics committee. Ethical guidelines and a conflicts policy have been developed to guide the ethics committee and partners and employees generally when considering an ethical issue.

Hall & Wilcox also assists clients with their needs in this area, regularly advising a range of corporate clients on their compliance with anti-bribery and corruption laws and sanction compliance, and by handling investigations and actions.

In addition to specific advice, the firm develops compliance policies and training modules for clients and undertakes independent anti-money laundering/counter-terrorism financing reviews for different types of reporting entities, including financiers, fund managers, superannuation entities, equipment finance providers, motor vehicle lenders and financial institutions.

¹ World Economic Forum, *Measuring Stakeholder Capitalism: Towards Common Metrics and Consistent Reporting of Sustainable Value Creation (2020)*.

